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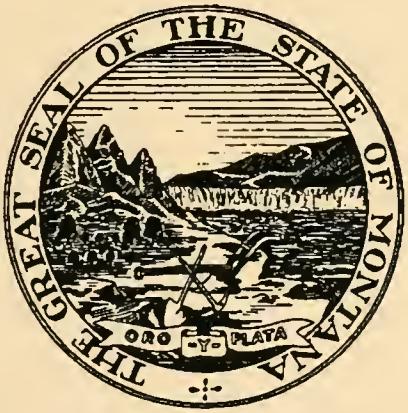
Employee Profile



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INTRODUCTION

The Department of Administration, pursuant to 2-18-102, MCA, is charged in part with:

> encouraging and exercising leadership in the development of effective personnel administration within the several agencies in the State and making available the facilities of the department to this end and
>
> fostering and developing programs for recruitment and selection of capable persons for permanent, seasonal, temporary, and other types of positions and for the improvement of employee effectiveness.

The Department Administration, pursuant to 2-18-201 and 2-18-301, MCA, is also charged in part with:

> developing a personnel classification plan for state positions and classes of positions in state service and
>
> administering the pay program established by the legislature with the purpose and intent of the program being to provide the market-based compensation necessary to attract and retain competent and qualified employees in order to perform the services the state is required to provide to its citizens.

As administrator of these programs, the Department of Administration receives numerous requests from a variety of sources for information concerning our workforce. The Employee Profile has been produced to provide a common reference for answering the most frequently asked questions about State employees. The profile also serves to report to the Governor on the status of the Equal Employment Opportunity (EEO) program, required by Executive Order 24-81.

Chapter I contains general statistical information about state employees, such as number of employees by agency, full-time versus part-time employees, number of employees by county, employee leave information and EEO status (race, sex, disability and age) by agency.

Chapter II contains information on the Equal Employment Opportunity and Classification and Pay Programs and includes information on employee pay by pay plan and EEO category.

For further information on these topics, contact the State Personnel Division at 444-3871.

CHAPTER I

PROFILE OF STATE EMPLOYEES

This chapter contains general statistical information about state employees, such as number of employees by agency, number of employees by county, full-time versus part-time employees, employee leave information, and race, sex, disability status and average age of employees by agency.

The average State of Montana employee could be a man or a woman who is around 41 years of age. The employee earns $11.58 per hour or an annual salary of $24,092.47. The employee has been with the State for about eight years and in the current position for less than four years.

The employee has an average vacation leave balance of 139.62 hours and an average sick leave balance of 293.10 hours. From the beginning of the year to November 1, 1994, the employee has taken 98.97 hours of vacation leave and 51.92 hours of sick leave.

If the employee is non-exempt for overtime purposes, he or she probably has a balance of non-exempt compensatory time averaging 34 hours. If the employee is exempt, he or she probably has a balance averaging 78 hours.

OVERVIEW OF STATE EMPLOYEES

Total number employees: 11,292
permanent = 10,884
temporary = 408

Total FTEs:
Employee FTEs = 10,393.76
Budgeted FTEs = 11,061.27

Male Employees: 5,954
Female Employees: 5,338

Average Age: 41
Men - 41
Women - 41

Minority Employees: 372
American Indian = 236
Other Minorities = 136

Disabled Employees: 318

Total Vacation Leave Accrued: 1,576,594.70 hours
Average balance per employee = 139.62 hours
Average taken per employee = 98.97 hours

Total Sick Leave Accrued: 3,309,635.64 hours
Average balance per employee = 293.10 hours
Average taken per employee = 51.92 hours

Total Non-Exempt Compensatory Time Accrued: 102,636.80 hours
Average balance per employee = 34.02 hours
(3,017 employees with a balance)
Average taken per employee = 48.67 hours

Total Exempt Compensatory Time Accrued: 121,346.20 hours
Average balance per employee = 77.99 hours
(1,556 employees with a balance)
Average taken per employee = 90.94 hours

Average Length of Service in State Government: 8.04 years
Average in current position = 3.67 years

Average Salary:
Hourly = $11.58
Annual = $24,092.47

Average for women:
Hourly = $10.48
Annual = $21,797.39

Average for men:
Hourly = $12.70
Annual = $26,432.96

TABLE 1

STATE OF MONTANA
NUMBER OF EMPLOYEES BY AGENCY
November 1, 1994

Agency	Number of Employees		
	Total*	Permanent**	Temporary***
ADMINISTRATION	345	330	15
AGRICULTURE	97	92	5
BOARD OF PUBLIC EDUCATION	4	4	0
COMMERCE	315	314	1
COMMISSIONER OF HIGHER EDUCATION	80	77	3
COMMISSIONER OF POLITICAL PRACTICES	3	3	0
CORRECTIONS & HUMAN SERVICES	198	193	5
MONTANA DEVELOPMENTAL CENTER	349	346	3
CENTER FOR THE AGED	130	130	0
EASTMONT TRAINING CENTER	115	115	0
MONTANA STATE PRISON	417	417	0
SWAN RIVER TRAINING CENTER	18	18	0
MONTANA VETERANS HOME	115	115	0
MONTANA STATE HOSPITAL	543	543	0
BOARD OF PARDONS	5	5	0
COUNCIL ON VOCATIONAL EDUCATION	3	3	0
FAMILY SERVICES	396	396	0
MOUNTAIN VIEW SCHOOL	61	61	0
PINE HILLS SCHOOL	120	120	0
FISH, WILDLIFE & PARKS	615	493	122
GOVERNOR'S OFFICE	46	46	0
HEALTH & ENVIRONMENTAL SCIENCES	426	426	0
JUSTICE	671	664	7
LABOR & INDUSTRY	669	636	33
LEGISLATIVE	202	200	2
LIVESTOCK	124	124	0
MILITARY AFFAIRS	101	91	10
MONTANA ARTS COUNCIL	11	11	0
MONTANA HISTORICAL SOCIETY	68	63	5
NATURAL RESOURCES & CONSERVATION	229	229	0
OFFICE OF PUBLIC INSTRUCTION	162	161	1
PUBLIC SERVICE COMMISSION	37	37	0
REVENUE	694	667	27
SCHOOL FOR THE DEAF & BLIND	108	108	0
SECRETARY OF STATE	35	35	0
SOCIAL & REHABILITATION SERVICES	971	968	3
STATE AUDITOR	63	63	0
STATE FUND	242	240	2
STATE LANDS	601	494	107
STATE LIBRARY	45	39	6
SUPREME COURT	58	58	0
TRANSPORTATION	1800	1749	51
STATE TOTALS:	11292	10884	408

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

REPORT:CL-0011

TABLE 2

STATE OF MONTANA
NUMBER OF EMPLOYEES AND
FULL-TIME EQUIVALENT BY AGENCY
November 1, 1994

Agency	Number of Employees*	FTE Employees	FTE Budgeted Positions
ADMINISTRATION	345	325.40	352.30
AGRICULTURE	97	84.20	108.20
BOARD OF PUBLIC EDUCATION	4	4.00	4.00
COMMERCE	315	312.10	338.70
COMMISSIONER OF HIGHER EDUCATION	80	70.30	86.89
COMMISSIONER OF POLITICAL PRACTICES	3	3.00	3.25
CORRECTIONS & HUMAN SERVICES	198	192.00	219.80
MONTANA DEVELOPMENTAL CENTER	349	340.10	353.30
CENTER FOR THE AGED	130	106.70	117.20
EASTMONT TRAINING CENTER	115	105.10	105.10
MONTANA STATE PRISON	417	408.60	415.10
SWAN RIVER TRAINING CENTER	18	18.00	21.83
MONTANA VETERANS HOME	115	81.70	85.89
MONTANA STATE HOSPITAL	543	535.30	558.70
BOARD OF PARDONS	5	5.00	5.00
COUNCIL ON VOCATIONAL EDUCATION	3	2.50	2.50
FAMILY SERVICES	396	369.40	397.70
MOUNTAIN VIEW SCHOOL	61	51.82	60.99
PINE HILLS SCHOOL	120	117.20	120.00
FISH, WILDLIFE & PARKS	615	395.80	598.90
GOVERNOR'S OFFICE	46	43.75	49.25
HEALTH & ENVIRONMENTAL SCIENCES	426	412.00	467.90
JUSTICE	671	663.80	670.70
LABOR & INDUSTRY	669	661.40	695.60
LEGISLATIVE	202	198.10	83.57
LIVESTOCK	124	115.80	123.70
MILITARY AFFAIRS	101	99.35	98.28
MONTANA ARTS COUNCIL	11	9.55	10.14
MONTANA HISTORICAL SOCIETY	68	54.11	55.38
NATURAL RESOURCES & CONSERVATION	229	222.20	243.90
OFFICE OF PUBLIC INSTRUCTION	162	125.50	136.50
PUBLIC SERVICE COMMISSION	37	35.60	39.50
REVENUE	694	685.60	719.20
SCHOOL FOR THE DEAF & BLIND	108	98.29	82.68
SECRETARY OF STATE	35	34.05	41.13
SOCIAL & REHABILITATION SERVICES	971	936.90	992.70
STATE AUDITOR	63	62.10	74.00
STATE FUND	242	238.10	268.80
STATE LANDS	601	288.40	350.60
STATE LIBRARY	45	37.25	36.14
SUPREME COURT	58	47.60	51.25
TRANSPORTATION	1800	1796.00	1815.00
STATE TOTALS:	11292	10393.67	11061.27

* Includes all state employees except University Systems, Vo-Techs, State Elected Officials, and State Legislators.

TABLE 3

STATE OF MONTANA
NUMBER OF EMPLOYEES BY COUNTY
November 1, 1994

County	Number of Employees*	Permanent**	Temporary***
BEAVERHEAD	55	51	4
BIG HORN	48	48	0
BLAINE	23	22	1
BROADWATER	16	16	0
CARBON	21	21	0
CARTER	7	6	1
CASCADE	574	554	20
CHOUTEAU	26	25	1
CUSTER	273	259	14
DANIELS	8	8	0
DAWSON	221	217	4
DEER LODGE	607	596	11
FALLON	18	17	1
FERGUS	238	231	7
FLATHEAD	529	458	71
GALLATIN	315	297	18
GARFIELD	10	10	0
GLACIER	44	44	0
GOLDEN VALLEY	4	4	0
GRANITE	16	15	1
HILL	92	88	4
JEFFERSON	393	388	5
JUDITH BASIN	11	11	0
LAKE	95	91	4
LEWIS & CLARK	4759	4668	91
LIBERTY	6	4	2
LINCOLN	108	94	14
MADISON	18	17	1
MCCONE	18	16	2
MEAGHER	14	14	0
MINERAL	31	31	0
MISSOULA	631	566	65
MUSSELSHELL	14	14	0
PARK	48	46	2
PETROLEUM	2	2	0
PHILLIPS	22	21	1
PONDERA	25	25	0
POWDER RIVER	18	18	0
POWELL	519	514	5
PRAIRIE	9	9	0
RAVALLI	81	80	1
RICHLAND	39	39	0
ROOSEVELT	65	61	4
ROSEBUD	43	42	1
SANDERS	57	50	7
SHERIDAN	19	18	1
SILVER BOW	281	278	3
STILLWATER	18	17	1
SWEET GRASS	18	18	0
TETON	26	24	2
TOOLE	42	42	0
TREASURE	9	8	1
VALLEY	87	76	11
WHEATLAND	10	10	0
WIBAUX	6	6	0
YELLOWSTONE	599	573	26
COUNTY NOT INPUT	6	6	0
STATE TOTALS:	11292	10884	408

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.
** Includes Full-Time and Part-Time Positions.
*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 4

STATE OF MONTANA
MALE AND FEMALE EMPLOYEES BY AGENCY
November 1, 1994

Agency	Employees*			Permanent**		Temporary***	
	Total	Male	Female	Male	Female	Male	Female
ADMINISTRATION	345	170	175	165	165	5	10
AGRICULTURE	97	49	48	46	46	3	2
BOARD OF PUBLIC EDUCATION	4	2	2	2	2	0	0
COMMERCE	315	154	161	154	160	0	1
COMMISSIONER OF HIGHER EDUCATION	80	21	59	20	57	1	2
COMMISSIONER OF POLITICAL PRACTICES	3	1	2	1	2	0	0
CORRECTIONS & HUMAN SERVICES	198	94	104	92	101	2	3
MONTANA DEVELOPMENTAL CENTER	349	182	167	182	164	0	3
CENTER FOR THE AGED	130	33	97	33	97	0	0
EASTMONT TRAINING CENTER	115	16	99	16	99	0	0
MONTANA STATE PRISON	417	338	79	338	79	0	0
SWAN RIVER TRAINING CENTER	18	15	3	15	3	0	0
MONTANA VETERANS HOME	115	12	103	12	103	0	0
MONTANA STATE HOSPITAL	543	241	302	241	302	0	0
BOARD OF PARDONS	5	3	2	3	2	0	0
COUNCIL ON VOCATIONAL EDUCATION	3	1	2	1	2	0	0
FAMILY SERVICES	396	93	303	93	303	0	0
MOUNTAIN VIEW SCHOOL	61	23	38	23	38	0	0
PINE HILLS SCHOOL	120	86	34	86	34	0	0
FISH, WILDLIFE & PARKS	615	471	144	377	116	94	28
GOVERNOR'S OFFICE	46	16	30	16	30	0	0
HEALTH & ENVIRONMENTAL SCIENCES	426	192	234	192	234	0	0
JUSTICE	671	373	298	371	293	2	5
LABOR & INDUSTRY	669	268	401	259	377	9	24
LEGISLATIVE	202	86	116	85	115	1	1
LIVESTOCK	124	77	47	77	47	0	0
MILITARY AFFAIRS	101	83	18	74	17	9	1
MONTANA ARTS COUNCIL	11	1	10	1	10	0	0
MONTANA HISTORICAL SOCIETY	68	20	48	19	44	1	4
NATURAL RESOURCES & CONSERVATION	229	141	88	141	88	0	0
OFFICE OF PUBLIC INSTRUCTION	162	45	117	45	116	0	1
PUBLIC SERVICE COMMISSION	37	20	17	20	17	0	0
REVENUE	694	264	430	256	411	8	19
SCHOOL FOR THE DEAF & BLIND	108	22	86	22	86	0	0
SECRETARY OF STATE	35	10	25	10	25	0	0
SOCIAL & REHABILITATION SERVICES	971	175	796	175	793	0	3
STATE AUDITOR	63	26	37	26	37	0	0
STATE FUND	242	89	153	88	152	1	1
STATE LANDS	601	493	108	410	84	83	24
STATE LIBRARY	45	19	26	16	23	3	3
SUPREME COURT	58	20	38	20	38	0	0
TRANSPORTATION	1800	1509	291	0	273	33	18
STATE TOTALS:	11292	5954	5338	4223	5185	255	153

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 5

STATE OF MONTANA
MINORITY EMPLOYEES BY AGENCY
November 1, 1994

Agency	Employees*			Permanent**		Temporary***	
	Total	American Indian	Other Minorities	American Indian	Other Minorities	American Indian	Other Minorities
ADMINISTRATION	345	2	2	2	2	0	0
AGRICULTURE	97	1	0	1	0	0	0
BOARD OF PUBLIC EDUCATION	4	0	0	0	0	0	0
COMMERCE	315	5	3	5	3	0	0
COMMISSIONER OF HIGHER EDUCATION	80	11	1	11	1	0	0
COMMISSIONER OF POLITICAL PRACTICES	3	0	0	0	0	0	0
CORRECTIONS & HUMAN SERVICES	198	2	3	2	2	0	1
MONTANA DEVELOPMENTAL CENTER	349	6	11	6	11	0	0
CENTER FOR THE AGED	130	5	0	5	0	0	0
EASTMONT TRAINING CENTER	115	1	1	1	1	0	0
MONTANA STATE PRISON	417	3	8	3	8	0	0
SWAN RIVER TRAINING CENTER	18	0	0	0	0	0	0
MONTANA VETERANS HOME	115	4	3	4	3	0	0
MONTANA STATE HOSPITAL	543	19	10	19	10	0	0
BOARD OF PARDONS	5	0	0	0	0	0	0
COUNCIL ON VOCATIONAL EDUCATION	3	0	0	0	0	0	0
FAMILY SERVICES	396	15	11	15	11	0	0
MOUNTAIN VIEW SCHOOL	61	5	1	5	1	0	0
PINE HILLS SCHOOL	120	0	0	0	0	0	0
FISH, WILDLIFE & PARKS	615	3	6	1	5	2	1
GOVERNOR'S OFFICE	46	1	0	1	0	0	0
HEALTH & ENVIRONMENTAL SCIENCES	426	2	5	2	5	0	0
JUSTICE	671	9	9	9	9	0	0
LABOR & INDUSTRY	669	16	10	15	9	1	1
LEGISLATIVE	202	0	2	0	2	0	0
LIVESTOCK	124	1	0	1	0	0	0
MILITARY AFFAIRS	101	0	0	0	0	0	0
MONTANA ARTS COUNCIL	11	0	0	0	0	0	0
MONTANA HISTORICAL SOCIETY	68	0	0	0	0	0	0
NATURAL RESOURCES & CONSERVATION	229	1	5	1	5	0	0
OFFICE OF PUBLIC INSTRUCTION	162	5	3	5	3	0	0
PUBLIC SERVICE COMMISSION	37	0	0	0	0	0	0
REVENUE	694	10	4	10	4	0	0
SCHOOL FOR THE DEAF & BLIND	108	0	1	0	1	0	0
SECRETARY OF STATE	35	0	0	0	0	0	0
SOCIAL & REHABILITATION SERVICES	971	21	17	20	17	1	0
STATE AUDITOR	63	2	0	2	0	0	0
STATE FUND	242	3	2	3	2	0	0
STATE LANDS	601	13	5	11	4	2	1
STATE LIBRARY	45	0	1	0	1	0	0
SUPREME COURT	58	0	0	0	0	0	0
TRANSPORTATION	1800	70	12	62	11	8	1
STATE TOTALS:	11292	236	136	222	131	14	5

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 6

STATE OF MONTANA
DISABLED EMPLOYEES BY AGENCY
November 1, 1994

Agency	Number of Employees*	Employees with Disabilities		
		Total	Permanent**	Temporary***
ADMINISTRATION	345	8	8	0
AGRICULTURE	97	3	3	0
BOARD OF PUBLIC EDUCATION	4	0	0	0
COMMERCE	315	14	14	0
COMMISSIONER OF HIGHER EDUCATION	80	0	0	0
COMMISSIONER OF POLITICAL PRACTICES	3	1	1	0
CORRECTIONS & HUMAN SERVICES	198	3	3	0
MONTANA DEVELOPMENTAL CENTER	349	7	7	0
CENTER FOR THE AGED	130	3	3	0
EASTMONT TRAINING CENTER	115	0	0	0
MONTANA STATE PRISON	417	10	10	0
SWAN RIVER TRAINING CENTER	18	1	1	0
MONTANA VETERANS HOME	115	3	3	0
MONTANA STATE HOSPITAL	543	19	19	0
BOARD OF PARDONS	5	0	0	0
COUNCIL ON VOCATIONAL EDUCATION	3	0	0	0
FAMILY SERVICES	396	13	13	0
MOUNTAIN VIEW SCHOOL	61	1	1	0
PINE HILLS SCHOOL	120	0	0	0
FISH, WILDLIFE & PARKS	615	12	8	4
GOVERNOR'S OFFICE	46	0	0	0
HEALTH & ENVIRONMENTAL SCIENCES	426	4	4	0
JUSTICE	671	17	17	0
LABOR & INDUSTRY	669	39	38	1
LEGISLATIVE	202	2	2	0
LIVESTOCK	124	0	0	0
MILITARY AFFAIRS	101	8	8	0
MONTANA ARTS COUNCIL	11	0	0	0
MONTANA HISTORICAL SOCIETY	68	0	0	0
NATURAL RESOURCES & CONSERVATION	229	4	4	0
OFFICE OF PUBLIC INSTRUCTION	162	6	6	0
PUBLIC SERVICE COMMISSION	37	0	0	0
REVENUE	694	17	17	0
SCHOOL FOR THE DEAF & BLIND	108	13	13	0
SECRETARY OF STATE	35	0	0	0
SOCIAL & REHABILITATION SERVICES	971	37	37	0
STATE AUDITOR	63	2	2	0
STATE FUND	242	11	11	0
STATE LANDS	601	14	13	1
STATE LIBRARY	45	1	1	0
SUPREME COURT	58	0	0	0
TRANSPORTATION	1800	45	43	2
STATE TOTALS:	11292	318	310	8

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 7

STATE OF MONTANA
AVERAGE AGE OF MALE/FEMALE
EMPLOYEES BY AGENCY
November 1, 1994

Agency	Employees* Average Age	Permanent** Average Age	Temporary*** Average Age	Male Average Age	Female Average Age
ADMINISTRATION	41	41	39	41	41
AGRICULTURE	42	42	45	43	40
BOARD OF PUBLIC EDUCATION	40	40	0	44	35
COMMERCE	42	42	59	45	39
COMMISSIONER OF HIGHER EDUCATION	38	38	37	41	36
COMMISSIONER OF POLITICAL PRACTICES	49	49	0	60	44
CORRECTIONS & HUMAN SERVICES	41	42	41	44	40
MONTANA DEVELOPMENTAL CENTER	40	40	40	40	40
CENTER FOR THE AGED	41	41	0	43	41
EASTMONT TRAINING CENTER	41	41	0	41	41
MONTANA STATE PRISON	41	41	0	42	40
SWAN RIVER TRAINING CENTER	44	44	0	43	51
MONTANA VETERANS HOME	42	42	0	49	42
MONTANA STATE HOSPITAL	43	43	0	43	43
BOARD OF PARDONS	37	37	0	42	29
COUNCIL ON VOCATIONAL EDUCATION	45	45	0	61	37
FAMILY SERVICES	42	42	0	43	41
MOUNTAIN VIEW SCHOOL	41	41	0	42	41
PINE HILLS SCHOOL	43	43	0	43	42
FISH, WILDLIFE & PARKS	40	41	36	40	40
GOVERNOR'S OFFICE	43	43	0	45	43
HEALTH & ENVIRONMENTAL SCIENCES	41	41	0	41	41
JUSTICE	40	40	34	39	41
LABOR & INDUSTRY	43	43	40	45	41
LEGISLATIVE	39	39	49	41	38
LIVESTOCK	42	42	0	42	41
MILITARY AFFAIRS	38	42	0	37	41
MONTANA ARTS COUNCIL	40	40	0	50	39
MONTANA HISTORICAL SOCIETY	43	43	39	44	43
NATURAL RESOURCES & CONSERVATION	42	42	0	42	41
OFFICE OF PUBLIC INSTRUCTION	44	44	29	46	44
PUBLIC SERVICE COMMISSION	42	42	0	44	40
REVENUE	43	42	49	43	42
SCHOOL FOR THE DEAF & BLIND	41	41	0	44	40
SECRETARY OF STATE	37	37	0	40	36
SOCIAL & REHABILITATION SERVICES	41	41	41	44	41
STATE AUDITOR	41	41	0	42	40
STATE FUND	38	38	33	41	37
STATE LANDS	36	37	30	35	40
STATE LIBRARY	41	42	36	40	43
SUPREME COURT	40	40	0	36	42
TRANSPORTATION	41	41	34	41	39
STATE AVERAGE:	41	41	35	41	41

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 8

STATE OF MONTANA
VACATION LEAVE FOR EMPLOYEES BY AGENCY
November 1, 1994

Agency	Number of Employees*	Vacation Leave Accumulated		Vacation Leave Taken**	
		Total Accumulated	Average Per Employee	Total Taken	Average Per Employee
ADMINISTRATION	345	49,748.71	144.20	33,547.00	97.24
AGRICULTURE	97	17,556.50	180.99	8,543.50	88.08
BOARD OF PUBLIC EDUCATION	4	647.32	161.83	431.20	107.80
COMMERCE	315	49,547.85	157.29	29,110.30	92.41
COMMISSIONER OF HIGHER EDUCATION	80	7,575.37	94.69	6,940.30	86.75
COMMISSIONER OF POLITICAL PRACTICES	3	619.13	206.38	232.00	77.33
CORRECTIONS & HUMAN SERVICES	198	34,149.66	172.47	17,117.30	86.45
MONTANA DEVELOPMENTAL CENTER	349	26,641.54	76.34	37,053.90	106.17
CENTER FOR THE AGED	130	12,686.69	97.59	10,583.80	81.41
EASTMONT TRAINING CENTER	115	10,326.74	89.80	10,156.50	88.32
MONTANA STATE PRISON	417	49,716.47	119.22	46,662.00	111.90
SWAN RIVER TRAINING CENTER	18	4,152.95	230.72	1,916.10	106.45
MONTANA VETERANS HOME	115	7,411.14	64.44	7,354.20	63.95
MONTANA STATE HOSPITAL	543	62,352.28	114.83	66,692.20	122.82
BOARD OF PARDONS	5	1,159.60	231.92	672.00	134.40
COUNCIL ON VOCATIONAL EDUCATION	3	370.48	123.49	331.00	110.33
FAMILY SERVICES	396	58,642.37	148.09	35,752.50	90.28
MOUNTAIN VIEW SCHOOL	61	6,562.95	107.59	3,828.20	62.76
PINE HILLS SCHOOL	120	15,867.13	132.23	13,264.20	110.54
FISH, WILDLIFE & PARKS	615	135,323.82	220.04	55,241.40	89.82
GOVERNOR'S OFFICE	46	8,277.77	179.95	4,466.10	97.09
HEALTH & ENVIRONMENTAL SCIENCES	426	52,535.62	123.32	41,896.50	98.35
JUSTICE	671	112,163.17	167.16	65,763.00	98.01
LABOR & INDUSTRY	669	95,106.98	142.16	73,322.00	109.60
LEGISLATIVE	202	24,000.70	118.82	24,497.40	121.27
LIVESTOCK	124	20,357.06	164.17	11,319.00	91.28
MILITARY AFFAIRS	101	12,959.19	128.31	9,622.40	95.27
MONTANA ARTS COUNCIL	11	1,668.97	151.72	831.00	75.55
MONTANA HISTORICAL SOCIETY	68	6,138.36	90.27	5,846.50	85.98
NATURAL RESOURCES & CONSERVATION	229	31,937.93	139.47	24,704.50	107.88
OFFICE OF PUBLIC INSTRUCTION	162	23,570.51	145.50	18,555.30	114.54
PUBLIC SERVICE COMMISSION	37	7,128.50	192.66	4,479.50	121.07
REVENUE	694	89,311.24	128.69	74,422.20	107.24
SCHOOL FOR THE DEAF & BLIND	108	5,399.29	49.99	3,533.80	32.72
SECRETARY OF STATE	35	4,859.05	138.83	3,233.90	92.40
SOCIAL & REHABILITATION SERVICES	971	125,956.49	129.72	101,362.80	104.39
STATE AUDITOR	63	6,943.06	110.21	5,762.50	91.47
STATE FUND	242	26,374.17	108.98	19,836.50	81.97
STATE LANDS	601	59,124.98	98.38	33,629.30	55.96
STATE LIBRARY	45	3,894.37	86.54	4,835.00	107.44
SUPREME COURT	58	3,661.30	63.13	4,309.00	74.29
TRANSPORTATION	1800	304,167.29	168.98	195,891.10	108.83
STATE TOTALS:	11292	1,576,594.70	139.62	1,117,548.90	98.97

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Leave taken from begin of the year.

TABLE 9

STATE OF MONTANA
SICK LEAVE FOR EMPLOYEES BY AGENCY
November 1, 1994

Agency	Number of Employees*	Sick Leave Accumulated		Sick Leave Taken**	
		Total Accumulated	Average Per Employee	Total Taken	Average Per Employee
ADMINISTRATION	345	98,340.40	47.97	16,550.10	47.97
AGRICULTURE	97	35,611.59	40.95	3,972.00	40.95
BOARD OF PUBLIC EDUCATION	4	595.16	48.75	195.00	48.75
COMMERCE	315	88,580.94	51.78	16,309.50	51.78
COMMISSIONER OF HIGHER EDUCATION	80	11,704.77	49.56	3,965.10	49.56
COMMISSIONER OF POLITICAL PRACTICES	3	375.26	67.33	202.00	67.33
CORRECTIONS & HUMAN SERVICES	198	60,451.42	40.46	8,012.00	40.46
MONTANA DEVELOPMENTAL CENTER	349	40,816.50	70.34	24,549.40	70.34
CENTER FOR THE AGED	130	24,807.28	55.61	7,229.00	55.61
EASTMONT TRAINING CENTER	115	18,713.36	59.00	6,784.50	59.00
MONTANA STATE PRISON	417	95,210.25	60.68	25,305.00	60.68
SWAN RIVER TRAINING CENTER	18	8,110.00	78.16	1,406.90	78.16
MONTANA VETERANS HOME	115	14,580.62	39.19	4,507.30	39.19
MONTANA STATE HOSPITAL	543	103,149.82	72.40	39,315.20	72.40
BOARD OF PARDONS	5	4,298.42	19.50	97.50	19.50
COUNCIL ON VOCATIONAL EDUCATION	3	1,242.26	22.00	66.00	22.00
FAMILY SERVICES	396	103,226.71	51.68	20,464.60	51.68
MOUNTAIN VIEW SCHOOL	61	7,973.55	68.02	4,149.00	68.02
PINE HILLS SCHOOL	120	32,117.23	66.49	7,978.90	66.49
FISH, WILDLIFE & PARKS	615	389,879.42	23.43	14,406.50	23.43
GOVERNOR'S OFFICE	46	18,052.22	38.83	1,786.00	38.83
HEALTH & ENVIRONMENTAL SCIENCES	426	108,027.32	53.03	22,592.00	53.03
JUSTICE	671	262,071.01	44.18	29,642.30	44.18
LABOR & INDUSTRY	669	216,631.84	55.64	37,224.50	55.64
LEGISLATIVE	202	60,177.00	64.66	13,061.10	64.66
LIVESTOCK	124	61,946.24	33.62	4,169.00	33.62
MILITARY AFFAIRS	101	32,866.66	47.76	4,823.50	47.76
MONTANA ARTS COUNCIL	11	2,563.84	26.90	295.90	26.90
MONTANA HISTORICAL SOCIETY	68	13,501.63	40.62	2,762.00	40.62
NATURAL RESOURCES & CONSERVATION	229	75,772.69	49.71	11,382.50	49.71
OFFICE OF PUBLIC INSTRUCTION	162	45,046.05	52.71	8,539.00	52.71
PUBLIC SERVICE COMMISSION	37	13,836.51	62.27	2,303.90	62.27
REVENUE	694	159,150.94	58.86	40,845.50	58.86
SCHOOL FOR THE DEAF & BLIND	108	37,503.36	33.37	3,604.40	33.37
SECRETARY OF STATE	35	5,538.22	65.48	2,291.70	65.48
SOCIAL & REHABILITATION SERVICES	971	236,494.04	59.75	58,021.00	59.75
STATE AUDITOR	63	11,366.53	53.52	3,372.00	53.52
STATE FUND	242	42,187.08	54.80	13,261.50	54.80
STATE LANDS	601	137,240.60	27.02	16,241.80	27.02
STATE LIBRARY	45	5,195.58	57.87	2,604.00	57.87
SUPREME COURT	58	6,420.92	48.44	2,809.50	48.44
TRANSPORTATION	1800	618,260.40	55.13	99,225.50	55.13
STATE TOTALS:	11292	3,309,635.64	293.10	586,324.10	51.92

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Leave taken from begin of the year.

REPORT: PAY-003

TABLE 10

STATE OF MONTANA
COMPENSATORY TIME FOR EMPLOYEES BY AGENCY
NON-EXEMPT EMPLOYEES
November 1, 1994

Agency	Number of Employees*		Compensatory Time Accumulated		Compensatory Time Taken**	
	that are Non-Exempt	with Comp.Time	Total	Average	Total Taken	Average Per Employee
ADMINISTRATION	245	117	2514.80	21.49	3927.10	33.56
AGRICULTURE	85	59	1264.20	21.43	3259.40	55.24
BOARD OF PUBLIC EDUCATION	3	3	23.90	7.97	296.80	98.93
COMMERCE	255	138	6586.30	47.73	9800.80	71.02
COMMISSIONER OF HIGHER EDUCATION	59	28	580.40	20.73	1086.40	38.80
COMMISSIONER OF POLITICAL PRACTICES	2	2	67.00	33.50	323.70	161.85
CORRECTIONS & HUMAN SERVICES	162	61	1499.40	24.58	5613.90	92.03
CENTER FOR THE AGED	112	7	47.90	6.84	337.00	48.14
EASTMONT TRAINING CENTER	14	8	24.00	3.00	181.80	22.73
MONTANA STATE PRISON	373	17	637.60	37.51	1501.90	88.35
SWAN RIVER TRAINING CENTER	10	0	0.00	0.00	0.00	0.00
MONTANA VETERANS HOME	96	2	9.20	4.60	58.20	29.10
MONTANA STATE HOSPITAL	459	6	33.50	5.58	125.00	20.83
BOARD OF PARDONS	4	0	0.00	0.00	0.00	0.00
COUNCIL ON VOCATIONAL EDUCATION	1	0	0.00	0.00	0.00	0.00
FAMILY SERVICES	381	270	11986.30	44.39	12573.60	46.57
MOUNTAIN VIEW SCHOOL	57	13	305.60	23.51	593.80	45.68
PINE HILLS SCHOOL	115	67	2443.90	36.48	3419.50	51.04
FISH, WILDLIFE & PARKS	374	240	10532.00	43.88	22060.30	91.92
GOVERNOR'S OFFICE	13	7	69.40	9.91	368.10	52.59
HEALTH & ENVIRONMENTAL SCIENCES	305	195	3184.20	16.33	13154.70	67.46
JUSTICE	582	232	11512.80	49.62	11381.70	49.06
LABOR & INDUSTRY	628	92	1119.10	12.16	3221.90	35.02
LEGISLATIVE	10	0	0.00	0.00	0.00	0.00
LIVESTOCK	89	31	1830.60	59.05	1751.00	56.48
MILITARY AFFAIRS	93	36	1583.80	43.99	2246.70	62.41
MONTANA ARTS COUNCIL	3	2	21.60	10.80	69.10	34.55
MONTANA HISTORICAL SOCIETY	57	24	323.70	13.49	522.00	21.75
NATURAL RESOURCES & CONSERVATION	187	29	489.50	16.88	1832.40	63.19
OFFICE OF PUBLIC INSTRUCTION	84	37	777.30	21.01	2181.00	58.95
PUBLIC SERVICE COMMISSION	18	13	260.70	20.05	394.50	30.35
REVENUE	651	202	3413.30	16.90	7797.60	38.60
SCHOOL FOR THE DEAF & BLIND	69	8	29.30	3.66	99.20	12.40
SECRETARY OF STATE	26	16	358.00	22.38	1203.40	75.21
SOCIAL & REHABILITATION SERVICES	935	312	6756.30	21.65	8280.00	26.54
STATE AUDITOR	37	1	2.00	2.00	33.50	33.50
STATE FUND	210	124	2697.60	21.75	3540.00	28.55
STATE LANDS	403	2	170.90	85.45	22.00	11.00
STATE LIBRARY	39	22	192.70	8.76	1311.50	59.61
SUPREME COURT	25	5	357.00	71.40	614.00	122.80
TRANSPORTATION	1712	589	28931.00	49.12	21639.50	36.74
STATE TOTALS:	8983	3017	102,636.80	34.02	146,823.00	48.67

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Leave taken from begin of the year.

TABLE 11

STATE OF MONTANA
COMPENSATORY TIME FOR EMPLOYEES BY AGENCY
EXEMPT EMPLOYEES
November 1, 1994

Agency	Number of Employees* that are Exempt	Number of Employees* with Comp.Time	Compensatory Time Accumulated Total	Compensatory Time Accumulated Average	Compensatory Time Taken** Total Taken	Compensatory Time Taken** Average Per Employee
ADMINISTRATION	100	77	3423.80	44.46	4798.50	62.32
AGRICULTURE	12	12	1698.80	141.57	2529.50	210.79
BOARD OF PUBLIC EDUCATION	1	1	95.50	95.50	0.00	0.00
COMMERCE	60	53	4079.10	76.96	5208.00	98.26
COMMISSIONER OF HIGHER EDUCATION	21	18	1980.80	110.04	1181.50	65.64
COMMISSIONER OF POLITICAL PRACTICES	1	1	40.10	40.10	115.90	115.90
CORRECTIONS & HUMAN SERVICES	36	30	6216.30	207.21	1651.80	55.06
MONTANA DEVELOPMENTAL CENTER	349	26	805.80	30.99	601.30	23.13
CENTER FOR THE AGED	18	12	248.50	20.71	640.00	53.33
EASTMONT TRAINING CENTER	101	10	343.00	34.30	665.50	66.55
MONTANA STATE PRISON	44	32	1672.60	52.27	2135.50	66.73
SWAN RIVER TRAINING CENTER	8	5	533.80	106.76	692.50	138.50
MONTANA VETERANS HOME	19	15	289.20	19.28	588.00	39.20
MONTANA STATE HOSPITAL	84	61	2633.00	43.16	4515.20	74.02
BOARD OF PARDONS	1	1	22.50	22.50	86.00	86.00
COUNCIL ON VOCATIONAL EDUCATION	2	1	19.00	19.00	418.00	418.00
FAMILY SERVICES	15	13	502.40	38.65	430.00	33.08
MOUNTAIN VIEW SCHOOL	4	2	40.80	20.40	87.50	43.75
PINE HILLS SCHOOL	5	3	63.00	21.00	82.00	27.33
FISH, WILDLIFE & PARKS	241	232	31908.10	137.53	31127.40	134.17
GOVERNOR'S OFFICE	33	27	4971.80	184.14	3970.00	147.04
HEALTH & ENVIRONMENTAL SCIENCES	121	112	4329.80	38.66	8062.50	71.99
JUSTICE	89	78	6346.80	81.37	5847.00	74.96
LABOR & INDUSTRY	41	25	969.80	38.79	1674.50	66.98
LEGISLATIVE	192	140	8962.90	64.02	14079.40	100.57
LIVESTOCK	35	32	3650.60	114.08	3855.50	120.48
MILITARY AFFAIRS	8	7	872.00	124.57	574.00	82.00
MONTANA ARTS COUNCIL	8	8	1489.50	186.19	1124.20	140.53
MONTANA HISTORICAL SOCIETY	11	9	394.50	43.83	518.50	57.61
NATURAL RESOURCES & CONSERVATION	42	27	742.50	27.50	2250.50	83.35
OFFICE OF PUBLIC INSTRUCTION	78	70	6050.50	86.44	8206.50	117.24
PUBLIC SERVICE COMMISSION	19	16	357.50	22.34	946.50	59.16
REVENUE	43	37	2492.90	67.38	1755.20	47.44
SCHOOL FOR THE DEAF & BLIND	39	10	73.60	7.36	18.00	1.80
SECRETARY OF STATE	9	9	1262.40	140.27	1853.80	205.98
SOCIAL & REHABILITATION SERVICES	36	35	1503.60	42.96	2073.70	59.25
STATE AUDITOR	26	17	794.60	46.74	2375.00	139.71
STATE FUND	32	29	2472.10	85.24	2274.50	78.43
STATE LANDS	198	177	10094.10	57.03	16378.00	92.53
STATE LIBRARY	6	4	341.60	85.40	449.50	112.38
SUPREME COURT	33	6	153.50	25.58	814.00	135.67
TRANSPORTATION	88	76	6403.50	84.26	4841.00	63.70
STATE TOTALS:	2309	1556	121,346.20	77.99	141,495.90	90.94

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Leave taken from begin of the year.

TABLE 12

STATE OF MONTANA
LENGTH OF SERVICE FOR EMPLOYEES BY AGENCY
November 1, 1994

Agency	Number of Employees*	Average Length of Service in State Government	Average Length of Service in Current Position
ADMINISTRATION	345	7.97	3.58
AGRICULTURE	97	7.68	4.91
BOARD OF PUBLIC EDUCATION	4	3.00	2.75
COMMERCE	315	6.61	3.63
COMMISSIONER OF HIGHER EDUCATION	80	3.86	2.29
COMMISSIONER OF POLITICAL PRACTICES	3	3.33	3.33
CORRECTIONS & HUMAN SERVICES	198	6.99	3.91
MONTANA DEVELOPMENTAL CENTER	349	7.08	1.54
CENTER FOR THE AGED	130	6.27	1.65
EASTMONT TRAINING CENTER	115	5.50	1.66
MONTANA STATE PRISON	417	7.44	1.82
SWAN RIVER TRAINING CENTER	18	12.56	1.61
MONTANA VETERANS HOME	115	4.58	1.26
MONTANA STATE HOSPITAL	543	10.66	1.81
BOARD OF PARDONS	5	6.60	2.80
COUNCIL ON VOCATIONAL EDUCATION	3	6.67	6.67
FAMILY SERVICES	396	7.13	3.07
MOUNTAIN VIEW SCHOOL	61	5.48	3.16
PINE HILLS SCHOOL	120	7.59	3.17
FISH, WILDLIFE & PARKS	615	9.28	4.68
GOVERNOR'S OFFICE	46	7.48	3.83
HEALTH & ENVIRONMENTAL SCIENCES	426	6.81	3.24
JUSTICE	671	8.18	4.18
LABOR & INDUSTRY	669	8.87	3.90
LEGISLATIVE	202	8.42	7.25
LIVESTOCK	124	8.45	3.98
MILITARY AFFAIRS	101	6.70	3.31
MONTANA ARTS COUNCIL	11	5.73	5.55
MONTANA HISTORICAL SOCIETY	68	6.29	3.54
NATURAL RESOURCES & CONSERVATION	229	9.95	6.77
OFFICE OF PUBLIC INSTRUCTION	162	9.20	4.96
PUBLIC SERVICE COMMISSION	37	10.84	7.59
REVENUE	694	8.72	4.85
SCHOOL FOR THE DEAF & BLIND	108	8.63	5.44
SECRETARY OF STATE	35	5.34	2.80
SOCIAL & REHABILITATION SERVICES	971	8.01	4.06
STATE AUDITOR	63	5.05	2.48
STATE FUND	242	5.36	1.87
STATE LANDS	601	5.37	3.06
STATE LIBRARY	45	6.67	3.69
SUPREME COURT	58	5.67	3.31
TRANSPORTATION	1800	9.58	4.07
STATE AVERAGE:	11292	8.07	3.69

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

CHAPTER II

EQUAL EMPLOYMENT OPPORTUNITY AND CLASSIFICATION AND PAY PROGRAMS

In 1981, the State of Montana affirmed its commitment to fair employment practices with Executive Order 24-81. The Executive Order commits the executive branch of government to an Equal Employment Opportunity (EEO) Program. The program objective is to "eliminate discrimination in personnel salaries and procedures, job structuring and classification, hiring, firing, promoting and training." The Department of Administration is required to implement and maintain the program.

As part of the EEO Program, the Department of Administration established a statewide Affirmative Action (AA) Program. The goal is to equalize employment opportunities for those groups of people historically denied equal access—women, minorities and people with disabilities. An EEO Officer in each agency develops the agency's program and works with managers to identify and correct discriminatory practices. Table A below shows the progress agencies have made since the program was implemented.

TABLE A

STATE OF MONTANA
BY EEO CATEGORY AND
HISTORICALLY UNDERREPRESENTED GROUPS
PERMANENT EMPLOYEES ONLY
COMPARING OCTOBER 26, 1992 TO NOVEMBER 1, 1994

EEO Category	Total Number		% Female		% Minorities		% Disabled*	
	81	94	81	94	81	94	92	94
ADMINISTRATORS & OFFICIALS	449	881	17.8	27.0	1.0	2.2	---	3.6
PROFESSIONALS	3035	3838	32.5	46.0	2.5	2.6	---	3.5
TECHNICIANS	1707	2463	49.7	60.0	2.0	3.0	---	2.4
PROTECTIVE SERVICES	421	654	3.1	11.6	2.6	3.2	---	1.5
PARA PROFESSIONAL	842	805	64.5	61.0	3.1	5.0	---	2.5
CLERICAL	1690	1094	90.2	86.5	2.6	3.2	---	2.8
SKILLED CRAFT	414	726	1.7	3.6	1.9	6.7	---	2.3
SERVICE & MAINTENANCE	779	423	16.4	34.8	4.1	3.8	---	2.4
STATE TOTALS:	9390	10884	46.4	47.6	2.5	3.2	2.5	2.8

*Disability status data was not available by EEO Categories in 1981. Approximately 245 (2.5%) people with disabilities were identified in the State's workforce.

As part of the Classification and Pay Program, the State operates the following pay plans: Statewide Classified, Liquor Store, Blue Collar, Teachers, Physicians, and Exempt (exempt from any classification and pay plan). The number of employees by agency and pay plan is found in Table B on the next page. Pay information by pay plan is found in Tables 17, 18 and 19.

Pay ranges for grades in the Statewide Classified Plan where most employees are located, are based on pay surveys of employers within Montana and of contiguous state governments. Pay ranges for the Physician's Pay Plan are also established through analysis of the labor market. Employee pay within these pay ranges are affected by agency application of discretionary pay policies, by longevity pay increments, and by negotiated pay raises approved by the legislature.

TABLE B

STATE OF MONTANA
NUMBER OF PERMANENT EMPLOYEES BY PAY PLAN
November 1, 1994

Agency	Number of Employees*	Number of Employees in Pay Plans**					
		State-wide 060	Liquor Store 061	Blue Collar 062	Teachers 063 & 064	Physicians 067	Exempt*** 000
ADMINISTRATION	330	315	0	11	0	0	4
AGRICULTURE	92	90	0	0	0	0	2
BOARD OF PUBLIC EDUCATION	4	3	0	0	0	0	1
COMMERCE	314	298	0	0	0	0	16
COMMISSIONER OF HIGHER EDUCATION	77	57	0	0	0	0	20
COMMISSIONER OF POLITICAL PRACTICES	3	2	0	0	0	0	1
CORRECTIONS & HUMAN SERVICES	193	192	0	0	0	0	1
MONTANA DEVELOPMENTAL CENTER	346	334	0	11	1	0	0
CENTER FOR THE AGED	130	130	0	0	0	0	0
EASTMONT TRAINING CENTER	115	115	0	0	0	0	0
MONTANA STATE PRISON	417	392	0	8	16	1	0
SWAN RIVER TRAINING CENTER	18	16	0	0	2	0	0
MONTANA VETERANS HOME	115	115	0	0	0	0	0
MONTANA STATE HOSPITAL	543	503	0	28	4	8	0
BOARD OF PARDONS	5	5	0	0	0	0	0
COUNCIL ON VOCATIONAL EDUCATION	3	3	0	0	0	0	0
FAMILY SERVICES	396	395	0	0	0	0	1
MOUNTAIN VIEW SCHOOL	61	46	0	0	15	0	0
PINE HILLS SCHOOL	120	105	0	0	13	0	2
FISH, WILDLIFE & PARKS	493	492	0	0	0	0	1
GOVERNOR'S OFFICE	46	28	0	0	0	0	18
HEALTH & ENVIRONMENTAL SCIENCES	426	420	0	0	0	0	6
JUSTICE	664	648	0	0	0	0	16
LABOR & INDUSTRY	636	630	0	0	0	0	6
LEGISLATIVE	200	0	0	0	0	0	200
LIVESTOCK	124	124	0	0	0	0	0
MILITARY AFFAIRS	91	65	0	0	0	0	26
MONTANA ARTS COUNCIL	11	11	0	0	0	0	0
MONTANA HISTORICAL SOCIETY	63	62	0	1	0	0	0
NATURAL RESOURCES & CONSERVATION	229	226	0	0	0	0	3
OFFICE OF PUBLIC INSTRUCTION	161	145	0	0	0	0	16
PUBLIC SERVICE COMMISSION	37	29	0	0	0	0	8
REVENUE	667	602	57	7	0	0	1
SCHOOL FOR THE DEAF & BLIND	108	40	0	0	0	0	68
SECRETARY OF STATE	35	28	0	0	0	0	7
SOCIAL & REHABILITATION SERVICES	968	965	0	0	0	0	3
STATE AUDITOR	63	48	0	0	0	0	15
STATE FUND	240	0	0	0	0	0	240
STATE LANDS	494	482	0	11	0	0	1
STATE LIBRARY	39	39	0	0	0	0	0
SUPREME COURT	58	0	0	0	0	0	58
TRANSPORTATION	1749	1089	0	659	0	0	1
STATE TOTALS:	10884	9289	57	736	51	9	742

* Includes all state employees except University Systems, Vo-Techs, State Elected Officials, and State Legislators.

** MCA 2-18(1-3) provides for the various classification and pay plans for State employees.

*** Contains employees that are exempt from any classification and pay plan.

TABLE 13

STATE OF MONTANA
EMPLOYEES BY EEO CATEGORY
November 1, 1994

NUMBER OF EMPLOYEES

EEO Category	Employees*	Permanent**	Temporary***
ADMINISTRATORS & OFFICIALS	884	881	3
PROFESSIONALS	3914	3838	76
TECHNICIANS	2654	2463	191
PROTECTIVE SERVICES	672	654	18
PARA PROFESSIONAL	820	805	15
CLERICAL	1168	1094	74
SKILLED CRAFT	729	726	3
SERVICE & MAINTENANCE	451	423	28
STATE TOTALS:	11292	10884	408

HISTORICALLY UNDERREPRESENTED GROUPS
FOR PERMANENT EMPLOYEES ONLY

EEO Category	Employees			
	Total	Female	Minorities	Disabled
ADMINISTRATORS & OFFICIALS	881	238	19	32
PROFESSIONALS	3838	1767	98	134
TECHNICIANS	2463	1494	75	56
PROTECTIVE SERVICES	654	76	21	10
PARA PROFESSIONAL	805	491	40	20
CLERICAL	1094	946	35	31
SKILLED CRAFT	726	26	49	17
SERVICE & MAINTENANCE	423	147	16	10
STATE TOTALS:	10884	5185	353	310

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 14

STATE OF MONTANA
STATEWIDE SUMMARY ON AGE
November 1, 1994

EMPLOYEE AGE BREAKDOWN

Age Group	Number of Employees*	Percent
19 & UNDER	50	0.44
0 - 24	340	3.01
25 - 29	873	7.73
30 - 34	1405	12.44
35 - 39	2010	17.80
40 - 44	2285	20.24
45 - 49	2009	17.79
50 - 54	1196	10.59
55 - 59	711	6.29
60 - 64	279	2.47
65 - 69	54	0.47
70 - 74	14	0.12
75 - 79	6	0.05
80 & OVER	2	0.01
AGE NOT INPUT	58	0.51
STATE TOTALS:	11292	100.00

AVERAGE AGE OF EMPLOYEES BY EEO CATEGORY

Agency	Employees Average Age	Permanent** Average Age	Temporary*** Average Age	Male* Average Age	Female* Average Age
ADMINISTRATORS & OFFICIALS	45	45	41	46	44
PROFESSIONALS	41	41	38	42	40
TECHNICIANS	40	40	32	38	41
PROTECTIVE SERVICES	38	39	15	38	37
PARA PROFESSIONAL	39	39	37	39	40
CLERICAL	41	41	41	41	41
SKILLED CRAFT	43	43	45	43	42
SERVICE & MAINTENANCE	42	43	38	42	43
STATE TOTALS:	41	41	35	41	41

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 15

STATE OF MONTANA
AVERAGE ANNUAL PAY OF MALE/FEMALE
EMPLOYEES BY EEO CATEGORY
November 1, 1994

STATEWIDE PAY PLAN 060

EEO Category	Total		Male		Female	
	Employees*	Avg.Pay	Employees*	Avg.Pay	Employees*	Avg.Pay
ADMINISTRATORS & OFFICIALS	764	37719.41	557	38985.21	207	34313.37
PROFESSIONALS	3466	27531.16	1912	28529.17	1554	26303.23
TECHNICIANS	2586	20903.87	1076	21888.66	1510	20202.13
PROTECTIVE SERVICES	637	22678.37	561	22978.22	76	20465.01
PARA PROFESSIONAL	762	17776.96	316	18294.59	446	17410.21
CLERICAL	985	16275.33	115	16203.02	870	16284.92
SKILLED CRAFT	68	21885.88	54	21835.76	14	22079.20
SERVICE & MAINTENANCE	383	16785.87	239	17627.78	144	15388.53
STATE TOTALS:	9651	23856.45	4830	26033.56	4821	21675.28

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

REPORT: PAY-008

TABLE 16

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
November 1, 1994

STATEWIDE PAY PLAN 060

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
04	1	10857.60	0	0.00	1	10857.60
05	137	12421.40	56	12306.91	81	12500.80
06	121	14238.37	42	14274.25	79	14219.30
07	474	15489.24	127	15487.16	347	15490.01
08	1117	16822.84	273	16602.13	844	16894.26
09	672	18363.58	155	18138.54	517	18431.05
10	883	19957.38	391	19992.74	492	19929.23
11	769	21279.64	338	20646.28	431	21776.35
12	706	23154.55	337	23026.96	369	23271.09
13	1179	24654.56	669	24732.88	510	24551.83
14	1166	27357.67	751	27691.97	415	26752.71
15	779	29887.57	518	30265.20	261	29138.09
16	608	33081.89	415	33527.24	193	32124.36
17	339	36930.43	263	37308.32	76	35622.74
18	165	39516.22	121	40022.98	44	38122.62
19	99	43849.13	83	44570.14	16	40108.90
20	40	48020.44	36	48294.13	4	45557.20
21	18	50990.04	13	52212.80	5	47810.88
22	13	57568.00	8	60304.40	5	53189.76
23	2	62119.20	2	62119.20	0	0.00
24	1	97760.00	1	97760.00	0	0.00
TOTALS:	9289	24092.47	4599	26432.96	4690	21797.39

TABLE 17

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
November 1, 1994

CLASSIFICATION EXEMPT PAY PLAN 000

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
00	742	30491.51	314	36137.81	428	26349.13
TOTALS:	742	30491.51	314	36137.81	428	26349.13

LIQUOR STORE PAY PLAN 061

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
04	31	19721.08	15	19814.08	16	19633.90
05	2	20134.40	1	20134.40	1	20134.40
06	9	20420.98	4	19765.20	5	20941.44
07	10	23250.24	9	23302.93	1	22776.00
08	5	24772.80	3	24918.40	2	24554.40
TOTALS:	57	20908.01	32	21277.75	25	20434.75

BLUE COLLAR PAY PLAN 062

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
05	5	21844.16	4	22027.20	1	21112.00
06	21	22484.80	18	22621.16	3	21666.67
07	236	23355.40	223	23383.96	13	22865.60
08	57	24520.28	56	24540.29	1	23379.20
09	141	25436.92	141	25436.92	0	0.00
10	105	26201.07	105	26201.07	0	0.00
11	116	27325.10	115	27321.79	1	27705.60
12	31	28337.65	31	28337.65	0	0.00
14	24	32223.53	24	32223.53	0	0.00
TOTALS:	736	25339.91	717	25405.44	19	22865.77

TABLE 18

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
November 1, 1994

TEACHERS PAY PLAN 063 & 064

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
01	22	23677.02	13	25302.40	9	21329.24
02	9	28847.29	6	29612.27	3	27324.27
03	3	29189.33	2	30222.40	1	27123.20
04	10	29350.88	5	31079.36	5	27622.40
05	4	29666.00	2	31491.20	2	27840.80
06	3	28294.93	2	24117.60	1	36670.40
TOTALS:	51	26767.97	30	27788.80	21	25310.63

PHYSICIANS PAY PLAN 067

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
31	3	82236.27	3	82236.27	0	0.00
32	6	106915.47	4	107021.20	2	106704.00
TOTALS:	9	98689.07	7	96399.09	2	106704.00

TABLE 19

STATE OF MONTANA
APPLICATION RATES
BY EEO CATEGORY AND
SEX, RACE, AND DISABILITY STATUS
January 1, 1994 - December 31, 1994

	Labor Force	Applicants by sex, race, and disability status					
EEO Category	Female*	Male	Female	White	Minority	Non-Disabled	Disabled
ADMINISTRATORS & OFFICIALS							
Number of Applicants		357.0	110.0	439.0	13.00	444.0	24.00
Application Rate	43.0%	76.2%	23.5%	93.8%	2.7%	94.8%	94.8%
PROFESSIONALS							
Number of Applicants		4451	3373	7014	373.0	7335	493.0
Application Rate	54.5%	56.8%	43.0%	89.6%	4.7%	93.7%	93.7%
TECHNICIANS							
Number of Applicants		1795	2965	4235	257.0	4576	184.0
Application Rate	51.4%	37.7%	62.2%	88.9%	5.4%	96.1%	96.1%
PROTECTIVE SERVICES							
Number of Applicants		1049	292.0	1291	40.00	1307	34.00
Application Rate	14.4%	78.2%	21.7%	96.2%	2.9%	97.4%	97.4%
PARA PROFESSIONAL							
Number of Applicants		441.0	852.0	1172	97.00	1248	45.00
Application Rate	--**	34.1%	65.8%	90.6%	7.5%	96.5%	96.5%
CLERICAL							
Number of Applicants		943.0	3903	4319	286.0	4646	204.0
Application Rate	82.3%	19.4%	80.4%	89.0%	5.9%	95.7%	95.7%
SKILLED CRAFT							
Number of Applicants		163.0	11.00	162.0	4.00	167.0	7.00
Application Rate	6.8%	93.6%	6.3%	93.1%	2.3%	95.9%	95.9%
SERVICE & MAINTENANCE							
Number of Applicants		325.0	113.0	405.0	26.00	420.0	18.00
Application Rate	45.1%***	74.2%	25.8%	92.4%	5.9%	95.8%	95.8%
ALL CATEGORIES							
Number of Applicants		9524	11619	19037	1096	20143	1009
Application Rate	99.9%	45.0%	54.9%	90.0%	5.1%	95.2%	4.7%

* Montana labor force figures are based on 1990 Census of Population and Housing, Equal Employment Opportunity File and represent the percentage of women in each EEO Category.

** Montana labor force figures for the Para Professional Category in not available separately. Occupations in this category are in Professionals and Technicians Categories.

*** Montana labor force figures for Service and Maintenance Category comes from Service, Except Protective and Household, Operators, Fabricators, and Laborers occupations.

TABLE 20

STATE OF MONTANA
SELECTION RATES
BY EEO CATEGORY AND
SEX, RACE, AND DISABILITY STATUS
January 1, 1994 - December 31, 1994

EEO Category	Applicants by sex, race and disability status					
	Male	Female	White	Minority	Non-Disabled	Disabled
ADMINISTRATORS & OFFICIALS						
Number of Applicants	357	110	439	13	444	24
Number Hired	33	18	48	1	50	1
Selection Rate	9.2%	16.3%	10.9%	7.6%	11.2%	4.1%
PROFESSIONALS						
Number of Applicants	4451	3373	7014	373	7335	493
Number Hired	244	287	474	18	514	17
Selection Rate	5.4%	8.5%	6.7%	4.8%	7.0%	3.4%
TECHNICIANS						
Number of Applicants	1795	2965	4235	257	4576	184
Number Hired	57	268	304	8	322	3
Selection Rate	3.1%	9.0%	7.1%	3.1%	7.0%	1.6%
PROTECTIVE SERVICES						
Number of Applicants	1049	292	1291	40	1307	34
Number Hired	9	12	17	1	21	0
Selection Rate	0.8%	4.1%	1.3%	2.5%	1.6%	0.0%
PARA PROFESSIONAL						
Number of Applicants	441	852	1172	97	1248	45
Number Hired	55	144	176	16	192	7
Selection Rate	12.4%	16.9%	15.0%	16.4%	15.3%	15.5%
CLERICAL						
Number of Applicants	943	3903	4319	286	4646	204
Number Hired	43	268	294	9	301	10
Selection Rate	4.5%	6.8%	6.8%	3.1%	6.4%	4.9%
SKILLED CRAFT						
Number of Applicants	163	11	162	4	167	7
Number Hired	9	1	9	0	10	0
Selection Rate	5.5%	9.0%	5.5%	0.0%	5.9%	0.0%
SERVICE & MAINTENANCE						
Number of Applicants	325	113	405	26	420	18
Number Hired	29	32	59	2	61	0
Selection Rate	8.9%	28.3%	14.5%	7.6%	14.5%	0.0%
ALL CATEGORIES						
Number of Applicants	9524	11619	19037	1096	20143	1009
Number Hired	479	1030	1381	55	1471	38
Selection Rate	5.0%	8.8%	7.2%	5.0%	7.3%	3.7%

TABLE 21

STATE OF MONTANA
NEW HIRES/PROMOTIONS/TERMINATIONS
BY EEO CATEGORY AND
HISTORICALLY UNDERREPRESENTED GROUPS*
JANUARY 01, 1994 - December 31, 1994

EEO CATEGORY	CURRENT WORKFORCE**				NEW TO DEPARTMENT				PROMOTED NEW EEO CATEGORY				PROMOTED NEW GRADE				TERMINATED			
	TOTAL	FEM	MIN	DIS	TOTAL	FEM	MIN	DIS	TOTAL	FEM	MIN	DIS	TOTAL	FEM	MIN	DIS	TOTAL	FEM	MIN	DIS
ADMINISTRATORS & OFFICIALS	829	225	16	32	38	13	0	1	86	31	1	4	24	5	0	1	56	18	1	1
PROFESSIONALS	3788	1726	113	133	515	284	20	20	218	126	6	6	170	67	2	4	513	277	21	16
TECHNICIANS	2250	1461	78	54	375	199	26	10	191	136	7	1	184	80	6	2	462	267	28	12
PROTECTIVE SERVICE	611	69	20	10	97	25	4	4	24	5	1	2	48	5	1	0	129	36	4	4
PARA PROFESSIONAL	829	515	36	21	207	136	10	6	45	32	3	0	48	26	1	0	260	154	22	9
CLERICAL	1084	907	41	31	480	381	17	12	45	30	2	0	75	68	1	2	488	388	21	9
SKILLED CRAFT	826	27	55	19	145	10	12	3	12	1	0	0	68	4	5	0	143	15	11	2
SERVICE & MAINTENANCE	450	143	19	9	107	36	6	3	13	2	1	0	51	18	2	1	117	50	5	5
STATE TOTAL	10667	5073	378	309	1964	1084	95	59	634	363	21	13	668	273	18	10	2168	1205	113	58

* Historically Underrepresented Groups are females, minorities and people with disabilities.

** Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

TABLE 22

STATE OF MONTANA
TERMINATED AND LEFT STATE GOVERNMENT
BY EEO CATEGORY AND
HISTORICALLY UNDERREPRESENTED GROUPS
JANUARY 01, 1994 - December 31, 1994

EEO-CATEGORY	CURRENT WORKFORCE*				TERMINATED AND LEFT STATE GOVERNMENT			
	TOTAL	FEMALE	MINORITY	DISABLED	TOTAL	FEMALE	MINORITY	DISABLED
ADMINISTRATORS & OFFICIAL	834	228	16	32	45	15	1	1
PROFESSIONALS	3795	1728	113	136	369	193	17	14
TECHNICIANS	2249	1461	78	54	366	195	24	8
PROTECTIVE SERVICE	610	68	20	10	107	27	4	3
PARA PROFESSIONAL	831	516	36	22	246	148	21	9
CLERICAL	1098	919	42	32	358	285	14	4
SKILLED CRAFT	826	27	55	19	84	10	5	0
SERVICE & MAINTENANCE	450	143	19	9	106	46	5	5
STATE TOTAL	10693	5090	379	314	1681	919	91	44

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

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